



300 Pasteur Drive, M/C 5780 Stanford, CA 94305-5780



Free Identity Protection

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John Q Sample
123 Main Street
Anytown, US 12345-6789

August 1, 2012

Dear John Q Sample,

On behalf of the Stanford School of Medicine and Stanford Hospital & Clinics, we regret to inform you of a suspected theft of a computer from a locked faculty-physician's office. The computer was password-protected. It also contained software that would detect whether the computer had been connected to the Internet and, if so, the location of the computer. No such detection has occurred. While we are not aware of any inappropriate access to information on the computer, we are letting you know of this out of an abundance of caution since some information about you may have been on the computer.

The suspected theft occurred between July 15 and 16, 2012. It was reported the morning of July 16, and an internal investigation was immediately launched. A separate police investigation continues, but the computer has not yet been recovered.

The information about you that the password-protected computer may have contained included your name, medical record number, dates of service, and the name of your provider/clinic relating to your care provided at Stanford Hospital & Clinics or to research conducted by the Stanford School of Medicine. The computer did **not** contain your Social Security Number, credit card number, insurance information, or other financial account information, and also did **not** contain your address or telephone number.

To mitigate potential concerns, we have arranged identity protection services that are available at no cost to you. These services are provided by AllClear ID and include the protections described in the enclosed materials. This service will be valid for one year from the date you register, if you choose to do so. If you wish to enroll in this service, you must register with AllClear ID and provide the redemption code at the top of this page. You may register online at enroll.allclearid.com or by phone at (855) 731-6016 (toll free). Again, the information that may have been on the computer is not the type that ordinarily poses a risk of identity theft, but we are offering this to help alleviate any concern you may have.

We are continuing an aggressive effort to recover the computer with assistance from law enforcement. Although the area from which it was taken was secured and the office door was locked, we have tightened security in the area even more.



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Stanford School of Medicine and Stanford Hospital & Clinics are committed to protecting the privacy and security of personal health information. Please accept our deepest apology for any concern that this situation may cause you. We regret that this incident occurred and want to assure you we are reviewing and revising our relevant procedures and practices to minimize the risk of recurrence. Should you need additional information about this incident or would like to talk to someone about this letter, please call (855) 731-6016 (toll free).

Sincerely,

A handwritten signature in black ink, appearing to read "Diane Meyer".

Diane Meyer
Vice President, Chief Privacy Officer
Stanford Hospital & Clinics

A handwritten signature in black ink, appearing to read "Hilary Cox".

Hilary Cox, Esq., CIPP
Privacy Officer
Stanford University School of Medicine